



**Information to apply for a United States' nonimmigrant visa**  
**Guayaquil Consular District**



**GENERAL INFORMATION AND FREQUENTLY ASKED QUESTIONS**

To apply for a nonimmigrant visa all applicants must pay the US\$100 fee at one of the Banco de Guayaquil's branches. The receipt is the proof of your payment. Do not lose your receipt because you must present it at the Consular Section at the time of your interview.

Attached to this information sheet you will also receive the DS-157 form. Applicants requesting student or exchange visitor visas need to fill out a DS-158 form as well.

All applicants must fill out the DS-156 form, which can be obtained by logging into our website: <http://guayaquil.usconsulate.com>. This form must be completed on-line (Internet) following all the instructions. Please print the third page, which contains the bar code.

The forms DS-157, DS-158 and more detailed information on the nonimmigrant visa process are also available on our website.

**Where should I apply? :** Applicants living in the provinces of Azuay, Cañar, El Oro, Galapagos, Guayas, Loja, Los Rios, Manabi, and Zamora Chinchipe are part of the Guayaquil Consular District. They should pay at any Banco de Guayaquil branch in those provinces and present themselves at the U.S. Consulate General in Guayaquil.

**How do I obtain information on the types of visas available and/or how do I schedule an appointment? :**

Regardless the type of visa that you are applying for, please contact the Visa Information Service by calling:

**In Ecuador: 1-800-010-145**

**In the U.S.: 1-800-919-5290**

The Visa Information Service is available Monday thru Friday from 8:00 am to 6:00 p.m. (local time in Ecuador); except on Ecuadorian holidays.

An operator will provide information and schedule the date and time of your interview.

**How do I access the Visa Information Service? :**

In order to access the VIS you must have a PIN. In Ecuador, you have two options to obtain a PIN, which costs US\$12:

- You may obtain a PIN at any branch of Banco de Guayaquil. Please retain your bank receipt, as you will need it when you call the VIS; or
  - You may also obtain a PIN using your Visa or MasterCard by calling the VIS (1-800-010-145) directly and selecting the appropriate option.
- Please have a pen and paper available to write down your PIN number.

Callers from the U.S. must have a Visa or MasterCard when calling 1-800-919-5290 to obtain a PIN. The fee is \$12.

**Note:** *Using one PIN you can schedule up to 5 appointments for family members that live in the same household.*

**When should I go for my interview? :** You must be on time for your appointment, and have all relevant documents with you. (See the back of this page) Do not come more than 30 minutes early. Applicants who miss the date or arrive late must contact the VIS in order to schedule a new appointment.

**Children under 18** must come with their parents or legal guardian, and must bring their birth certificates (we only accept the version that is a photocopy of the registry book, the 'Libro de Actas'). Parents must bring their passports only if they have valid visas. Parents or legal guardians do not need to schedule an appointment, unless they are applying for a visa.

**Picking up Passports:** If the visa is approved, the passports will be ready in four business days from the issuance date. DHL will send the passport to the address provided by the applicants or the office of DHL nearest the applicant's city of residence. A DHL representative is located in the Movistar office at INDUSUR building, at the corner of 9 de Octubre and Quito Avenues. For the delivery to the applicants address, or the one indicated, DHL will charge US\$8.00 for the first passport and US\$2.00 for each additional passport. If applicants wish to have their passports delivered to a DHL office, they will be charged US\$6.00 for the first passport and US\$2.00 for each additional passport. DHL will only receipt cash payments in the Movistar office at INDUSUR building. For questions regarding delivery of the passports please contact DHL at 04-2598600 in Guayaquil.

**Web page:** <http://guayaquil.usconsulate.gov>

**Visa Information Service: In Ecuador: 1-800-010-145**

**In the US: 1-800-919-5290**



**Information to apply for a United States' nonimmigrant visa**  
**Guayaquil Consular District**  
**VISA REQUIREMENTS**



**A) Any applicant must present:**

1. Valid Passport. Passport must be valid for at least six months after the interview date.
2. Form DS-156, completed on-line by logging into our web site.
3. Additional Form (DS-157 form) for all applicants (regardless age or sex)
4. Recent photograph, not Polaroid nor scanned, good quality, with a white background, 5cm x 5cm (measuring from the top of the head to the chin 3.5 cm and 2.5 cm. wide). Applicants should not wear glasses or hats for the photographs.
5. US \$100 payment receipt ticket.
6. Prior Passports, if they contain a prior visa to the U.S.
7. Birth Certificate (copias del libro de Actas) for minors under age 18.

**B) The following are recommended documents to be presented by the applicants:**

1. Evidence of income such as: bank account and credit card statements from the last twelve months, savings accounts books, stock exchange certificates; pay stubs, Ecuadorian tax statements, land taxes; automobile registration; job letters stating position, income and time of service; Ecuadorian ID; schools certifications, etc. If you own a business, proof of business, the Ecuadorian Registro Unico de Contribuyente ( R.U.C.) and payments receipts for the last twelve months.
2. Wife and minor children may present documentation from the chief of the family and their marriage and birth certificates (copias del libro de Actas). Please present original (with the seal of the Registro Civil) and copies.
3. For business visas, present documents that prove the purpose of the trip is for legitimate business, such as letter from the company, etc. Also, proof of personal income as outlined above.

***Note: Presenting all documents mentioned above is not a guarantee of visa issuance***

**C) Student (F), (M) or exchange (J) visas:**

1. Documents mentioned in section A
2. DS-158 form.
3. I-20 form (students) or DS-2019 form (exchange visitors).
4. SEVIS fee receipt. For more information please visit [www.fmjfee.com](http://www.fmjfee.com).
5. Proof that the parent or sponsor has ready access to funds sufficient to pay the first year costs as given on the I-20 form.

**D) Working visas (H, L, O, P, Q):**

1. Documents mentioned in section A
2. Original Form I-797 approved by the Immigration Service in the US (USCIS)
3. Economic Support (exception for H1B or L1 visa applicants, who only need to present an approved original Immigration form I-797 and a copy form the package presented to the United States USCIS offices).

**Note:** Applicants presenting blanket petitions for L1 visas must also pay USD\$500 at the Consulate on the day of the interview.

**E) V and K Visas**

V and K visa applicants must contact the VIS at 1-800-010-145 in Ecuador, or 1-800-919-5290 in the U.S., in order to receive instructions. They should indicate the type of visa for which they are applying.

**NOTE: IF IT IS PROVEN THAT DOCUMENTATION PRESENTED IS FALSE, APPLICANTS MAY BE FOUND PERMANENTLY INELIGIBLE TO ENTER THE UNITED STATES.**

Consulate General of the United States  
9 de Octubre y Garcia Moreno  
Guayaquil, Ecuador

**Web page:** <http://guayaquil.usconsulate.gov>

**Visa Information Service: In Ecuador: 1-800-010-145**

**In the US: 1-800-919-5290**